



STATE OF NEW JERSEY

DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: March 17, 2021
To: Chief School Administrators, Charter School and Renaissance School Project Leads
Route To: School Safety Specialist Candidates
From: Jeff Gale, Director
Office of School Preparedness and Emergency Planning
Register By: March 30, 2021

School Safety Specialist Training to Be Held in April and May 2021

The New Jersey Department of Education is announcing the four-day School Safety Specialist (SSS) certification training program to be held on April 5, 19, and 26, and May 3, 2021, at the New Jersey Forensic Technology Center auditorium at 1200 Negron Drive, Hamilton Township (Mercer County).

To attend the training and receive the SSS certification, candidates must:

- Be a school administrator or a school employee with expertise in school safety and security or be a district employee designated by the school district superintendent; and
- Complete Federal Emergency Management Agency (FEMA) Introduction to the Incident Command System, IS-100.C, online course; and
- Complete all four days of the training program.

Those interested in attending the training must [register online](#) by March 30, 2021. There is no cost associated with this training.

Prior to attending the training program, SSS designees must complete the FEMA online course [IS-100.C Introduction to the Incident Command System, ICS 100](#). This online prerequisite for the SSS training program takes approximately two hours to complete. Before taking the online FEMA course, please review the [Technical System Requirements](#) at the bottom of the webpage. Issues or concerns with this online course should be directed to FEMA [Independent Study Inquiries](#). Upon completion of IS-100.C, SSS designees must e-mail a copy of the resulting FEMA Certificate of Achievement to sssa@doe.nj.gov.

Pursuant to [N.J.S.A. 18A:17-43.3](#), responsibilities of the SSS include supervising and providing oversight for all school safety and security personnel; ensuring safety and security policies and procedures comply with state laws and regulations; and providing the necessary training and resources to school district staff in matters relating to school safety and security. The SSS will also serve as the district's liaison with local law enforcement, as well as national, state and community agencies and organizations, on matters of school safety and security.

Questions regarding the SSS training program or requirements can be directed to the Office of School Preparedness and Emergency Planning at school.security@doe.nj.gov or (609) 376-3574.

c: Members, State Board of Education
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